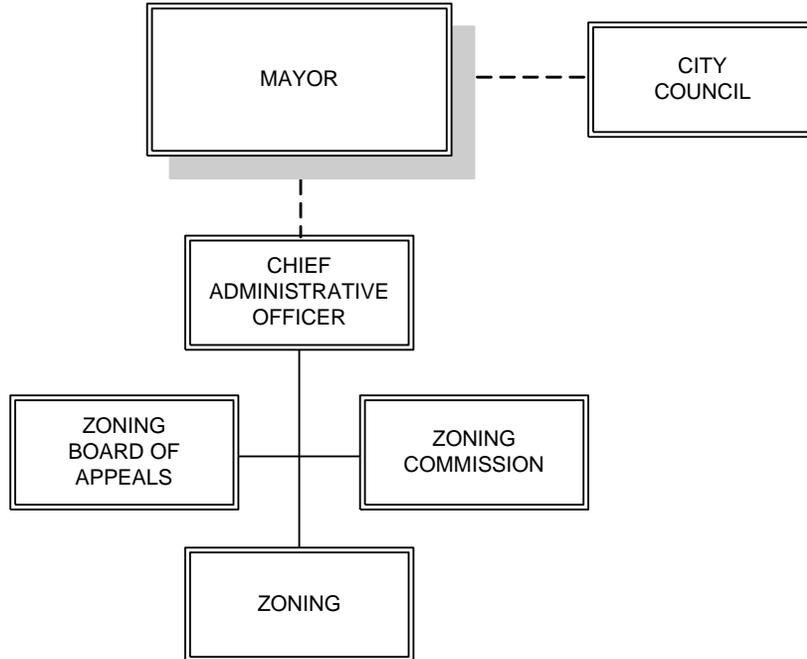


# ZONING COMMISSION

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## MISSION STATEMENT

To promote the health, safety, community standards and general welfare of the community through the enforcement of the Zoning Regulations.



GENERAL FUND BUDGET

ZONING COMMISSION

BUDGET DETAIL

Dennis Buckley  
Zoning Administrator

REVENUE SUMMARY

ORG DESI	OBJECT DESC	FY2009	FY2010	FY2011	VARIANCE TO	
		ACTUAL	BUDGET	MAYOR PROPOSED	FY2011 ADOPTED	FY2010 BUDGET
<b>01457000 ZONING COMMISSION</b>		<b>187,405</b>	<b>226,300</b>	<b>160,500</b>	<b>160,500</b>	<b>-65,800</b>
	41254 PETITIONTOTHEP&ZCOMMISSIONFEE	71,339	65,000	75,000	75,000	10,000
	41255 ZONING COMPLIANCE FINE	115,602	90,000	80,000	80,000	-10,000
	41256 LIQUOR CERTIFICATION FEE	0	300	3,000	3,000	2,700
	41257 PURCHASE OF ZONING REGULATIONS	0	300	300	300	0
	41258 PURCHASE OF ZONING MAPS	0	100	100	100	0
	41259 STATECONSERVATIONAPPLICATIONFE	464	500	1,000	1,000	500
	41344 LAND USE FEES	0	70,000	1,000	1,000	-69,000
	41538 COPIES	0	100	100	100	0

APPROPRIATION SUMMARY

ORG DESC	APPR DESC	FY2009	FY2010	FY2011	VARIANCE TO	
		ACTUAL	BUDGET	MAYOR PROPOSED	FY2011 ADOPTED	FY2010 BUDGET
<b>'01457000 ZONING COMMISSION</b>		<b>351,156</b>	<b>365,486</b>	<b>440,920</b>	<b>440,920</b>	<b>75,434</b>
	1457PS ZONING COMMISSION PERS SVCS	249,955	229,785	306,121	306,121	76,336
	2457TPS ZONING COMMISSION OTH PERS SVC	61,264	12,000	2,550	2,550	-9,450
	3457FB ZONING COMMISSION FRINGE BENEFITS		56,967	69,165	69,165	12,198
	4457EX ZONING COMMISSION OPER EXP	38,747	64,211	61,211	61,211	-3,000
	6457SS ZONING COMMISSION SPEC SVCS	1,190	2,523	1,873	1,873	-650

PERSONNEL SUMMARY

Job Description	FTE FY	FTE FY	VAC	NEW	UNF	FY 2010	FY 2011	VARIANCE
	2010	2011				CURRENT	ADOPTED	
ASSISTANT ZONING OFFICIAL	1.0	1.0				58,071	60,405	2,334
ZONING INSPECTOR	1.0	2.0		1.0		83,663	84,720	1,057
ZONING ENFORCEMENT OFFICER	1.0	1.0					62,008	62,008
ZONING ADMINISTRATOR	1.0	1.0				88,051	98,988	10,937
	<b>4.0</b>	<b>5.0</b>		<b>1.0</b>	<b>TOTALS</b>	<b>229,785</b>	<b>306,121</b>	<b>76,336</b>

**GENERAL FUND BUDGET**

**ZONING COMMISSION**

**PROGRAM HIGHLIGHTS**

SERVICE INDICATORS	ACTUAL 2005-2006	ACTUAL 2006-2007	ACTUAL 2007-2008	ACTUAL 2008-2009	ESTIMATED 2009-2010
<b>ZONING COMMISSION ACTIVITY</b>			<b>7/08-6/09</b>		
Meetings held	11	13	22	17	14
Applications received	158	128	125	79	83
Applications heard	158	128	135	116	120
Applications granted (incl. Conditional)	139	106	110	78	80
Applications denied	8	13	12	5	3
Applications deferred			22	12	7
Change of zone	14	6	9	4	3
Amendment	2	1	1	0	8
Special permit	91	58	36	42	61
Site plan review	91	15	68	61	60
Coastal site plan review	47	24	53	20	28
Soil and sedimentation control review	24	14	7	13	10
No Action Required			2	0	0
DMV			5	14	9
8-24 Referrals/ City Business			13	11	14
Applications withdrawn	6	11	3	10	12
<b>OFFICE ACTIVITY: APPLICATION PROCESSING</b>					
Houses & Housing units	423	266	415	255	122
Accessory structures	34	132	48	22	10
Additions	59	223	54	61	39
Alterations	270	44	299	179	90
Signs	42	303	51	62	33
Commercial	252	82	318	440	172
Liquor	45	239	70	93	36
Other, Letter of Zoning Compliance	166	143	217	142	85
<b>INSPECTION ACTIVITY: CERTIFICATES ISSUED</b>					
Houses	61	75	52	40*	23**
Accessory structures	16	10	26	14	11
Additions	18	50	63	16	28
Alterations	147	168	170	97	96
Signs	11	7	11	13	8
Commercial Alterations	160	157	282	150	185
Other: Commercial construction new	12	11	15	17	7
<b>ENFORCEMENT ACTIVITY</b>					
Complaints	589	462	547	435	292
Inspections	1,221	1,359	1,367	1,361	978
Inspection resolution	330	1,243	437	343	248
No violation	73	116	87	75	84
Inquiry	29	65	53	38	20
Order to Comply	167	210	384	160	74
Prosecutor's summons	183	105	110	98	42
Resolved	198	291	353	343	248
Arrest warrants sought	12	10	8	6	2

\* Number of Units (08/09) = 83

\*\* Number of Units (1st 6 months of 2009/10) = 44

Service Indicator Notes: Items can be heard individually or combined. A use variance by the Zoning Board of Appeals needs a special permit by Planning & Zoning. It may or may not need a final site review, coastal review or a soil erosion review. Some projects may just need a final site review. An application for conforming use not needing any variances but within 1,500 feet of a coastal waterway would only be scheduled for a coastal site plan review. So basically the numbers overlap and are confusing or misleading at best.

Complaints: Majority are phoned in, others referred from Anti-Blight, Graffiti, Housing, Mayor's Office, City Council Members, the Health & Building departments.

Enforcement Activity: We verify the complaint, refer out or more than likely issue an order to comply, registered mail. When card is returned, another inspection performed. If letter comes back then property is posted with order to comply. If no action is taken on the part of the homeowner, a prosecutor's summons is requested; usually a court pre-trial date is 30 to 45 days away. Day of pre-trial needs another inspection. Prosecutor will continue cases numerous times due to legal process and/or progress by owner. Every time there is a state's prosecutor hearing an inspection is needed. It is not unusual to conduct 8 to 10 inspections before a property comes into compliance. It is not unusual to have a case open for 8 months, some well beyond a year.

GENERAL FUND BUDGET

ZONING COMMISSION

PROGRAM HIGHLIGHTS

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FY 2010-2011 GOALS

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- 1) Our goal is to have two Commissioners appointed and one alternate appointed to prevent the postponement of meetings and the deferment of applications, which ultimately results in delays.

FY 2009-2010 GOAL STATUS

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- 1) Continue to be efficient despite budgetary cuts and staff shortage.  
6 MONTH STATUS: We continue to work to meet this goal.
- 2) Restructure job responsibilities and hopefully hire an Administrative Assistant.  
6 MONTH STATUS: Maintaining quality service remains a challenge with limited staff. We are requesting an increase in the salary line of the Zoning Commission to be able to re-establish the support staff position eliminated in the 2009-2010 budget cycle.
- 2) Our goal is to have two Commissioners appointed and one alternate appointed to prevent the postponement of meetings and the deferment of applications, which ultimately results in delays.  
6 MONTH STATUS: Currently, there are 7 regular members and 2 alternate members; normally there are 9 members with alternates available to fill in for unexpected absences. These alternates are positions that are supposed to participate in proceedings occasionally. I would hope to be able to have 9 regular members & 3 alternates to be in compliance with the bylaws of the Planning & Zoning Commission of the City of Bridgeport.

FY 2009-2010 ADDITIONAL ACCOMPLISHMENTS

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- 1) Passage and adoption for the new ten (10) year Zoning Regulations effective January 1, 2010.

GENERAL FUND BUDGET  
 ZONING COMMISSION APPROPRIATION SUPPLEMENT

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ORG	OBJECT DESC	FY2009	FY2010	FY2011	FY2011	VARIANCE TO
		ACTUAL	BUDGET	MAYOR PROPOSED	COUNCIL ADOPTED	FY2010 BUDGET
<b>'01457000 ZONING COMMISSION</b>		<b>351,156</b>	<b>365,486</b>	<b>440,920</b>	<b>440,920</b>	<b>75,434</b>
	'51000 FULL TIME EARNED PAY	227,675	229,785	306,121	306,121	76,336
	51004 FULL TIME VACATION PAY	13,433	0	0	0	0
	51006 FULL TIME SICK PAY	7,382	0	0	0	0
	51008 FULL TIME PERSONAL PAY	2,083	0	0	0	0
	51016 FULL TIME JURY DUTY PAY	168	0	0	0	0
	51028 FT RETROACTIVE PAY	265	0	0	0	0
	51032 FT DOCKING PAY	-1,050	0	0	0	0
	'51102 LONG TERM ACTING PAY	61,264	12,000	0	0	-12,000
	'51140 LONGEVITY PAY	0	0	2,550	2,550	2,550
	'52154 LIFE INSURANCE CIVIL SERVICE	0	0	0	0	0
	'52360 MEDICARE	0	3,506	4,475	4,475	969
	'52385 SOCIAL SECURITY	0	0	0	0	0
	'52504 MERF PENSION EMPLOYER CONT	0	18,134	29,324	29,324	11,190
	'52917 HEALTH INSURANCE CITY SHARE	0	35,327	35,366	35,366	39
	'53605 MEMBERSHIP/REGISTRATION FEES	0	250	250	250	0
	'53705 ADVERTISING SERVICES	24,389	53,922	53,922	53,922	0
	'54555 COMPUTER SUPPLIES	0	0	0	0	0
	'54675 OFFICE SUPPLIES	12,769	3,939	3,939	3,939	0
	'55150 OFFICE EQUIPMENT	0	0	0	0	0
	'55155 OFFICE EQUIPMENT RENTAL/LEAS	1,589	6,100	3,100	3,100	-3,000
	'56175 OFFICE EQUIPMENT MAINT SRVCS	1,190	1,223	1,223	1,223	0
	'56180 OTHER SERVICES	0	1,300	650	650	-650

GENERAL FUND BUDGET

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